

NOTICE OF REGULAR MEETING

BOARD OF COUNTY COMMISSIONER'S FOR ROGERS COUNTY, OKLAHOMA

PLACE: Rogers County Courthouse, 219 South Missouri, Room 1-109, Claremore, Oklahoma

DATE & TIME: Monday, July 6, 2009, at 9:00 O'clock A.M.

MINUTES

ITEM 1: CALL TO ORDER:

Chairman Mike Helm called the meeting to order at 9:03 A.M.

ITEM 2: ROLL CALL TO ESTABLISH QUORUM:

Determine that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act.

Chairman Mike Helm, Commissioner Kirt Thacker and Commissioner Dan DeLozier were present and quorum was established.

ITEM 3: FLAG SALUTE:

Commissioner DeLozier led the salute and Pledge of Allegiance to the American Flag.

ITEM 4: PRAYER:

Commissioner Thacker said a prayer.

ITEM 5: APPROVAL OF MINUTES: June 29, 2009 and June 30, 2009 and July 2, 2009

Chairman Helm made a motion to approve the minutes from June 29, 2009, June 30, 2009 and July 2, 2009, as presented with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 6: UNFINISHED BUSINESS: None presented.

ITEM 7: ZONING: None presented.

ITEM 8: PLATS: None presented.

ITEM 9: ROADS AND BRIDGES:

1. Discussion with possible action on approval of Resolution #2009-52 authorizing Oklahoma Department of Transportation (ODOT) to use CBR funds and to encumber a total of \$102,000 for all utility relocation costs and staking of right-of-way on Engineering Contract for Bridge #98 over Elm Creek being Project Number: STP-166C(210)CO; State Job Number: 25427(04) in District #2 -

John Blickensderfer with Guy Engineering Services, Inc., was present at the meeting and stated this item was a standard STP project for 2010. Oklahoma Department of Transportation requires you to make an estimate of what the costs might be and you have to encumber the funds and if you don't use those funds, they will be un-encumbered, which frees the money back up. Blickensderfer continued that what we are doing today has nothing to do with the new requirements for right-of-way acquisition, today we are using the current ODOT requirements. Encumbering the money now is just a way to insure that the money is there when claim forms are sent in to get reimbursed for. The way the rules specify, if a public utility is using public right-of-way and the county requires them to re-locate that is done at their own expense. If they are in private right-of-way and the county is still requiring them to re-locate, then that is at the county's expense. That is a negotiation between the county and the public utility. And according to state law, if the county makes rural water districts re-locate, the county is responsible. Relocating of utilities and right-of-way purchases are all negotiable. The resolution today also includes fees for Guy Engineering for handling the utility re-locations, we will have a field meeting with all the utility companies and coordinate all their moves and provide to ODOT when we're done. Right-of-way and utility relocation cannot come out of STP monies.

Commissioner DeLozier inquired that if we are not careful and we encumber all these funds and stack bridges up and then we have a force account bridge, are we able to fund it? Blickensderfer replied, that's right, but the critical thing to remember is , for this project it's an STP project for next year and you know the funding is there and you know it's going to happen and that is what the 5-year plan is for, it allocates money for utility relocation and right-of-way and that is your financial plan to show how you are going to spend your CBRI money and as long as you follow that plan you will not go in the hole.

Chairman Helm made a motion to approve with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 10: CASH FUND ESTIMATE OF NEEDS AND REQUEST FOR APPROPRIATIONS:

None presented.

ITEM 11: TRANSFER OF FUNDS: None presented.

ITEM 12: UTILITY PERMITS:

1. Rural Water District #3, Rogers County – boring East 78th Street North at 16120 East 78th Street North in Owasso, Oklahoma, in Eagles Landing, being a subdivision located in Section 26, Township 21 North, Range 14 East of the I.B.&M., Rogers County, in District #2 - Chairman Helm stated the permit is for boring only and made a motion to approve with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 13: CLAIMS:

1. Salaries – None presented.
2. Attendant Care – None presented.

ITEM 14: BLANKET PURCHASE ORDERS:

1. Materials, Supplies, Parts, Groceries & Prescriptions –
Emergency Management: Froman Oil, \$400.00; District #1: R & S Auto Parts, Chelsea, \$600.00; County Building Center, \$200.00; Rogers County Health Department: Claremore Physicians, LLC, \$400.00; District #2: Boxcer Equipment, \$5000.00; District #3: R & S Auto Parts, Claremore, \$750.00; Sheriff's jail account Board of Prisoners: Bimbo Bakeries, \$1350.00; Sysco Foods, \$3000.00; Warehouse Market, \$300.00; Sysco Foods, \$7100.00; Farmers Bros. Coffee, \$500.00; Sheriff's jail medical: Diamond Medical Supply, \$400.00; PHS Mobile X-Ray, \$600.00; Correctional Dental Services, \$2000.00; St. Francis Lab, \$600.00; Diamond Drugs, Inc. \$6000.00; Sheriff's jail vehicle maintenance: District #3 Warehouse, \$500.00; Froman Oil Company, \$300.00; Sheriff's general fund vehicle maintenance: District #2 Warehouse, \$500.00; First Vehicle Services, Inc., \$5000.00; Froman Oil Company, \$1000.00; District #3 Warehouse, \$2000.00; District #1 Warehouse, \$2000.00; Assessor Visual Inspection : District #3 Warehouse, \$400.00; District #2 Warehouse, \$100.00; District #1 Warehouse, \$100.00 – Chairman Helm made a motion to approve the blanket purchase orders as presented with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

2. Orders Exceeding Amount of Issuance – None presented.

ITEM 15: AGENDA ITEMS:

1. Discussion with possible action on signing of Letter addressed to Oklahoma Emergency Management Hazard Mitigation Division – 4224 North Santa Fe – Oklahoma City, Ok 73118 in regards to Rogers County-FEMA-1355-DR-OK-Project #67, whereas, Rogers County consents for the Oklahoma Emergency Management Hazard Mitigation Division personnel and liaisons the freedom to discuss any information, policy, program or other topic pertaining to the Rogers County Natural Hazard Mitigation Plans with the personnel of Grand Gateway Economic Development Agency (GGEDA) and Hazard Mitigations Specialists L.L.C., who are working with GGEDA to assist in completing the Rogers County Natural Hazard Mitigation Plan –

Bob Anderson, Emergency Management Director, explained to the Board that he called Judy Soos at the state Emergency Management office and Rogers County's hazard mitigation plan is in Denton, Texas in Region 6.

Jo Montana, Deputy Director of Grand Gateway, terminated the previous person assisting in the hazard mitigation process and hired two (2) guys from the state office, David Van Nostrand and Steve Somerlott and in less than two (2) weeks the hazard mitigation has been completed and sent off to Denton, Texas, and once we receive it back it will be final and has taken almost six (6) years to complete. Our next update will be in five (5) years.

Anderson continued that the City of Claremore's plan is independent from the county's. The county covers all the small towns and areas that don't have a mitigation plan that falls under their umbrella. Signing of this letter today will allow FEMA, if they have any questions, to call David Van Nostrand or Steve Somerlott when they need to. Hazard mitigation covers man-made and natural disasters. A hazard mitigation plan has to be in place in order to receive federal monies for all of our disaster.

Commissioner DeLozier made a motion to approve with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

2. Approve/disapprove KellPro Software License and Maintenance Agreement on behalf of Rogers County District #1 (customer) and KellPro, Inc., for use of KellPro Software and/or imaging on inventory tracking system site with 1st station in the amount of \$1150.00 to be effective July 1, 2009 through June 30, 2010 –

Commissioner DeLozier made a motion to approve with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

3. Approve/disapprove Removal of appointment of Kati McKim as receiving agent for District #3 and approve/disapprove appointment of David Trude as receiving agent for District #3 to be retro back to July 1, 2009 –

Commissioner Thacker made a motion to approve with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

4. Approve/disapprove County Clerk's Cash Book and Summary Report to the Board of County Commissioners for June 2009 –

Commissioner DeLozier made a motion to approve with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

5. Discussion with possible action on Approval of Application being sought to sell alcohol, alcoholic beverages, wine or beer under Licensee Name of Beaver Enterprises, LLC and

doing business as: Dam Saloon, located at 8013 East Highway 88, Oologah, Ok 74053 –
(***Note***this item was tabled from June 22, 2009, meeting***)

Chairman Helm stated this application being sought is in District #2 and made a motion to deny the application because of being located on a curve on Highway 88 and by a state park with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

6. Approve/disapprove Resolution for Disposing of Equipment for District #1: Toshiba Digital Plain Copier, Model No. BP-1600; sn#CHV136192 to be traded in on a new copier – Commissioner DeLozier made a motion to approve with Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

7. Discussion with possible action on request from The Standard Life Insurance Company on adopting Standard Secure Access (SSA) provisions according to the terms of our group life insurance policies, when life insurance benefits become payable to a beneficiary, there are typically three (3) methods of payment:

- a. a lump sum benefit check
- b. an SSA checking account
- c. installment payments (if mutually agreed to)

Marilynn Gibson, County Clerk 1st Deputy explained to the Board that historically payments have been a lump sum benefit check and Standard is asking if the Board wants to remove the Standard Access Checking Account provision from the Methods of Payment section. Commissioner DeLozier made a motion to remove the Standard Secure Access Checking account provision from the methods of payment section and use the lump sum benefit check with Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

8. Discussion with possible action on selection of architectural firm for proposed feasibility study for new courthouse, 911 center and jail expansion -

- a. Larry Edmondson & Associates, Inc., 5810 East Skelly Drive, Suite 1900, Tulsa, Ok 74135
- b. AiP Architects in Partnership, 3220 Marshall Avenue, Norman, Ok 73072
- c. BKL, Incorporated Engineers & Architects, 1623 East 6th Street, Tulsa, Ok 74120 –
- d. Boynton-Williams & Associates, Architecture Planning Interiors, 2651 East 21st Street, Suite 510, Tulsa, Ok 74114 –
- e. Crafton, Tull & Sparks architectural firm, 1717 South Boulder Avenue, Suite 900, Tulsa, Ok 74119 –
- f. Rees architectural firm, Rees Plaza at East Wharf, 9211 Lake Hefner Parkway, Suite 300, Oklahoma City, Ok 73120 –

*****NOTE***Item #8 was heard at 12:00 Noon on Monday, July 6, 2009, after the meeting was recessed*****

ITEM 16: PUBLIC COMMENTS AND RESPONSES FROM BOARD MEMBERS: Limited to specific items on the Agenda that are listed and discussed at this meeting and limited in duration at the discretion of the Chairman -

ITEM 17: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:
(Materials, Supplies, Parts, Groceries & Prescriptions)***NOTE***see attached list of all claims that were approved for payment on Monday, July 6, 2009***Chairman Helm made a motion to approve payment of all purchase orders from all departments as presented with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

Chairman Helm made a motion to recess the meeting after Item #7 under agenda items, until 12:00 Noon for a lunch break and come back at 12:00 Noon to hear Item #8 under agenda items with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried and the meeting was recessed at 10:29 A.M.

Chairman Helm called the recessed meeting back to order at 1:09 P.M. with Commissioner Thacker and Commissioner DeLozier being present and quorum established.

8. Discussion with possible action on selection of architectural firm for proposed feasibility study for new courthouse, 911 center and jail expansion -
- a. Larry Edmondson & Associates, Inc., 5810 East Skelly Drive, Suite 1900, Tulsa, Ok 74135 – did presentation
 - b. AiP Architects in Partnership, 3220 Marshall Avenue, Norman, Ok 73072 – did presentation
 - c. BKL, Incorporated Engineers and Architects, 1623 East 6th Street, Tulsa, Ok 74120 – did presentation
 - d. Boynton-Williams & Associates, Architecture Planning Interiors, 2651 East 21st Street, Suite 510, Tulsa, Ok 74114 – did presentation
 - e. Crafton, Tull & Sparks architectural firm, 1717 South Boulder Avenue, Suite 900, Tulsa, Ok 74119 – did presentation
 - f. Rees architectural firm, Rees Plaza at East Wharf, 9211 Lake Hefner Parkway, Suite 300, Oklahoma City, Ok 73120 – Did not show

Chairman Helm presented the architectural firms doing a presentation a copy of state statutes from Title 19 Sections 770; 401; and 401.1 and a sheet for architectural weight scale on professional qualifications; technical experience; experience of candidate; past performance; knowledge of go green; design of scope and work load.

After each architectural firm completed their presentation a weight scale was done by each commissioner and recorded by County Clerk, Peggy Armstrong, as follows:

BKL, Incorporated Engineers & Architects -	28.7
Crafton, Tull & Sparks -	26.10
Boynnton-Williams & Associates -	26.10
Larry Edmonson & Associates, Inc. -	25.45
AiP Architects in Partnership -	18.4

Commissioner Thacker made a motion to select BKL, Incorporated Engineers and Architects for the feasibility study for a new courthouse, 911 center and jail expansion based upon the weight scale with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 18: NEW BUSINESS:

1. Consideration and possible action with respect to any other matters not known about or which could not have been reasonably foreseen prior to posting the agenda – None presented.

ITEM 19: RECESS OR ADJOURNMENT:

Commissioner Thacker made a motion to adjourn the meeting with Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried and the meeting was adjourned at 5:58 P.M.

BOARD OF COUNTY COMMISSIONERS
ROGERS COUNTY, OKLAHOMA

By: _____
Peggy Armstrong, Rogers County Clerk

(SEAL)

Notice of said meeting was filed in the Office of the County Clerk on Thursday, _____, 2009, at _____ and posted on the Courthouse Bulletin Board; Outside the Commissioner's Meeting Room; on the Exterior Window at the Southeast Entrance and Front Door Entrances to the Courthouse; on the wheelchair ramp door; and on the county web site.